

**THE LEARNER-CENTERED SCHOOL, Inc. (TLCS, Inc.)
ANTIOCH CHARTER ACADEMY (ACA)
ANTIOCH CHARTER ACADEMY II (ACA II)
3325 Hacienda Way, Antioch, CA
REGULAR MEETING OF THE CHARTER COUNCIL
March 5, 2020
4:00 PM
Minutes
Room 4**

1. Opening (Roll Call and Establishment of Quorum)

Meeting called to order at 4:05 pm. In attendance were council members: Mrs. Kristine Carrillo, Mrs. Julie Haas-Wajdowicz, and Mrs. Margie DiGiorgio. Staff members in attendance were: Mr. Todd Heller, Mr. Kevin Fuller, Mrs. Elisa McCutcheon, Ms. Sarah McLean, and Mrs. Andi Stahler.

2. Closed Session – 4:05PM

a. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case.

3. Recall to Open Session

a. Reporting out of Closed Session

Mrs. Haas-Wajdowicz addressed the Council and stated that direction was given to Legal Counsel.

4. Beginning of Open Session

Meeting called to order at 4:37 pm.

5. Approval of Minutes

a. Regular Charter Council meeting of February 6th, 2020

Motion made by Mrs. DiGiorgio and seconded by Mrs. Haas-Wajdowicz

Mrs. DiGiorgio Yes

Mrs. Carrillo Yes

Mrs. Haas-Wajdowicz Yes

6. Oral Communications: Non-agenda items:

None

7. Comments from Staff

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that they held a CPM Math presentation for parents with a focus on how your child can be successful. Next month, the meeting will be on CAASPP Testing. The Middle School students are starting their medieval times and middle ages piece, as well as their Squire Challenges. The Intermediate is working on a Legacy Project for the school. Specifically, they are looking into improving the restrooms for the school.

Mrs. McCutcheon addressed the Council on behalf of both ACA II and ACA and stated that both campuses have been placed on the phone tree list on campuses to call when there is a district wide lockdown.

Mr. Fuller addressed the Council on behalf of ACA and stated that the school is wrapping up the 2nd trimester. Middle School is starting their internships and will be working with a variety of organizations within the community. Intermediate just completed a study trip at the Lawrence Hall of Science in Berkeley. The Primary and Elementary classes are beginning their Young Authors projects.

Mr. Heller addressed the Council on behalf of both ACA and ACA II and stated that the Lottery had a large increase in applications this year. The waitlist for ACA II is around 600 students and the waitlist for ACA is around 1,000 students. This shows a positive demand for the option in education. Mr. Heller also thanked Council Member Kristine Carrillo for her six years of service on the board.

8. Discussion Items (for possible Action)

a. 2020-2021 calendars (ACA and ACAII)

Mr. Heller addressed the Council and pointed out that the previous calendar that was approved by Council was an outline for the year, while this calendar has all the details of minimum days, events, staff meetings, etc.

b. Second Interim Budget Reports (ACA / ACA II) – review updated budgets (attached)

Mr. Heller addressed the Council on behalf of both campuses and completed an overview of the attached budget report. Mr. Heller pointed out that we are staying in range to what we had budgeted. Mr. Heller pointed out that the revenue side of things is positive with attendance and enrollment continuing to be stable. As for expenditures, there was an added cost to legal fees for ACA, while ACA II is experiencing savings in credentialed staff salary expenditures

c. Audit Engagement Letter with Feddersen & Company, LLP for the year ending June 30, 2020 (attached)

Mr. Heller addressed the Council to point out that all the terms with the auditors are the same, with a small increase in cost for using the company. The company is still great to work with, as they have a lot of knowledge on Charter Schools.

d. Annual review of Governance documents - Corporate Bylaws and Conflict of Interest Policy (attached)

Mr. Heller addressed the Council and stated that all revisions were made in 2017 and have not had a need to be updated. The requirements for annual review have been met.

e. Fair Political Practices Commission – notification guidelines for Filing Officers, Statement of Economic Interest (Form 700)

Mr. Heller addressed the Council to remind everyone to complete the form by the April 1st due date.

f. Corporate Tax Returns - Federal and State returns for tax year 7/1/18 to 6/30/19

Mr. Heller addressed the Council and stated that the schools always file for an extension and this year the due date is May 15th. However, it is anticipated to be complete for the April meeting so the CFO can sign off on them.

g. Nomination Committee - update regarding open seat on Charter Council

Mr. Fuller addressed the Council and stated that the committee has reached out to a number of community members and they are currently waiting to hear back from individuals from ACAII and ACA. The committee hopes to have nominees in place for the April or May meeting.

9. Action Items

a. Approval of 2020-2021 calendars (ACA and ACAII), as recommended by staff

Motion to approve the 2020-2021 calendars made by Mrs. DiGiorgio and seconded by Mrs. Carrillo

Mrs. DiGiorgio Yes

Mrs. Carrillo Yes

Mrs. Haas-Wajdowicz Yes

b. Approval of Second Interim Budget Reports (ACA / ACA II) as recommended by Staff.

Motion to approve Second Interim Budget Reports made by Mrs. DiGiorgio and seconded by Mrs. Carrillo

Mrs. DiGiorgio Yes

Mrs. Carrillo Yes

Mrs. Haas-Wajdowicz Yes

c. Approval of Audit Engagement Letter with Feddersen & Company, LLP for the year ending June 30, 2020 as recommended by Staff.

Motion to approve Audit Engagement Letter with Feddersen & Company, LLP for the year ending June 30, 2020 as recommended by Staff made by Mrs. DiGiorgio and seconded by Mrs. Carrillo

Mrs. DiGiorgio Yes

Mrs. Carrillo Yes

Mrs. Haas-Wajdowicz Yes

10. Family Network Update – comments from ACA and ACA II Network board members

Mrs. McCutcheon addressed the Council on behalf of ACA II and stated that they are planning the Walkathon for March 20th and the Family Formal will be on April 3rd on the Fairgrounds.

Mrs. Stahler addressed the Council on behalf of ACA and stated that the Family Network is working on the Walk a Thon, happening March 25th, as well as the Book Fair happening in April. The Family Network is also hosting an all school field trip on May 13th to the Ports game.

Mrs. McLean addressed the Council on behalf of ACA and stated that the Family Network got many parent volunteers to participate in the School Choice Week. Parents passed out hot chocolate and donuts to all the students before they did their performance. Family Network made this free for all students as well.

11. Comments from the Charter Council

12. Scheduling of Next Meeting

a. Next Regular Charter Council meeting – Thursday, April 2, 2020

13. Adjournment

Motion made by Mrs. Carrillo and seconded by Mrs. DiGiorgio

Mrs. Carrillo – Yes, Mrs. DiGiorgio - Yes, Mrs. Haas-Wajdowicz - Yes. Meeting adjourned at 5:24 pm.